

Director

System of Care Across Tennessee

Job Announcement

Please submit all resumes and inquiries to David.Sherman@tn.gov by October 28, 2016

MH/IDD Program Director - Salary Range: \$4,327 - \$7,787 monthly

The Tennessee Department of Mental Health and Substance Abuse Services (DMHSAS) is charged with planning for and promoting an array of services from prevention and early intervention to resiliency and recovery. DMHSAS operates four Regional Mental Health Institutes and contracts with mental health and substance abuse community providers across the state to offer services to Tennesseans. The Department manages a budget of more than \$300 million, with funding from dedicated fees, revenue, federal grants, and state general fund appropriations.

Summary of Position

The Director has responsibility for providing leadership, vision, administration, and oversight of all program operations for System of Care Across Tennessee (SOCAT). SOCAT is funded by a four-year, \$12 million dollar Substance Abuse and Mental Health Services Administration (SAMHSA) Cooperative Agreement which supports the expansion and sustainability of comprehensive community mental health services for children with serious emotional disturbances and their families. The Director is responsible for leading and coordinating all SOCAT activities which will ensure Tennessee children, youth and families receive appropriate family-driven, youth-guided, and culturally and linguistically competent services.

Principal Duties and Responsibilities

Leadership

- Creates, communicates, and enacts a vision for expanding and sustaining system of care throughout the state of Tennessee.
- Closely collaborates with DMHSAS leadership to make improvements to program content based on analysis of program data and information collected through communication with service providers, stakeholders, and other departmental staff.
- Develops, supports, and strengthens collaborative relationships with staff, statewide community groups, state and local government and non-profit agencies, community mental health centers, and SAMHSA.
- Routinely presents information relevant to SOCAT to community groups, other governmental agencies, or other groups.
- Maintains open lines of communication (by telephone, written form, e-mail, or in person) with internal and external stakeholders (e.g., individuals seeking information, service recipients, contracted providers, other agencies, families, and others) to exchange information relative to SOCAT and/or the department's mission and goals.

Data Collection and Dissemination

- Collects and compiles required SAMHSA and DMHSAS programmatic and fiscal information to assist in the development and management of SOCAT, including progress toward SOCAT objectives.
- Compiles reports for DMHSAS executive management, SAMHSA, and to other identified audiences and shares recommendations with relevant staff.
- Develops and implements methodologies and systems for program data collection and reporting.
- Writes and enacts policies and procedures relevant to SOCAT.
- Reviews program related data to identify problems, trends, best practices, and other information pertinent to SOCAT program management and development.

Supervision of Staff

- Develops job performance plans for assigned SOCAT team members to communicate responsibilities and expected outcomes of performance in their role.
- Conducts meetings and coordinates task assignments of meeting participants to ensure that objectives are accomplished.
- Assesses the performance of assigned team members, following established procedures for interim and annual performance evaluations, to provide constructive feedback and recommendations for improvement.
- Conducts interviews of job candidates to gather information needed to make promotional or hiring decisions
- Provides on-the-job training and performance feedback to assigned SOCAT team members as necessary to ensure effective performance of their assigned job duties.

Knowledge, Skills and Abilities

- Proven experience in successfully initiating and sustaining multi-agency and multi-community policy, system, and environmental change strategies.
- A demonstrated working knowledge of children, youth, and young adults with behavioral health issues and their families.
- Extensive knowledge of system of care philosophy and appropriate clinical interventions for children and youth with mental health needs and their families. Values family driven participation in service delivery and system implementation. Proven skills in networking among a diverse group of agencies and organizations.
- Effective communication skills, including written and public speaking, and adept at dealing with people at various levels within the organization, as well as, external stakeholders and leaders.
- Management skills; ability to coach and mentor a team with diverse levels of expertise.

Education / Experience

- Master's degree in a social or behavioral science or other related acceptable field
- Experience equivalent to 5 or more years in a human services leadership role, including a minimum of 3 or more years supervising employees. Must have at least 3 years of experience working with children, youth, and families.
- Experience monitoring, evaluating, planning, or coordinating grant funded programs. Experience with federal grants preferred.
- Willingness to travel approximately 25% - 35%, primarily in-state.

TDMHSAS is an AA/EEO/ADA employer